

**BYLAWS OF THE CANON-MCMILLAN HIGH SCHOOL  
CHAPTER OF THE NATIONAL HONOR SOCIETY (Revised 2011)**

**ARTICLE I: NAME AND PURPOSE**

The name of the organization shall be the Canon-McMillan High School Chapter of the National Honor Society.

**ARTICLE II: GENERAL PURPOSE OF THE GROUP**

The purpose of this chapter is to create enthusiasm for scholarship, to stimulate a desire to render service, to promote leadership, and to develop character in the students of Canon-McMillan High School.

**ARTICLE III: POWERS VESTED IN THE CHAPTER**

The principal shall reserve the right to approve all activities and decisions of the chapter as stated in Article V, Section 1 of the national constitution of the National Honor Society. This authority extends to the selection and dismissal of members. The principal shall receive appeals in cases of non-selection of candidates, and disciplining or dismissal of member as per Article V, Section 4 of the national constitution of the National Honor Society. Faculty Council can consider disciplinary actions that are less severe than dismissal if circumstances warrant.

The principal will annually appoint a Faculty Council consisting of five members of the school's faculty from subject areas: Math, English, Science, Social Studies, and Foreign Language.

**ARTICLE IV: ADVISOR**

The chapter advisor shall be responsible for the direct, day-to-day supervision of the chapter and act as liaison between faculty, administration, students, and community. The chapter advisor deposits all monies in the club's activity account; helps collect dues and verify funds with the student treasurer.

The advisor submits the annual national affiliation fees set by NASSP.

The chapter advisor shall be an ex-officio, non-voting, sixth member of the Faculty Council.

**ARTICLE V: DEFINITION OF MEMBERSHIP IN THE CMHS NHS CHAPTER  
Section 1**

The Canon-McMillan High School Chapter of the National Honor Society is open for membership to junior and senior students who maintain a minimum cumulative 3.7 (no decimal rounding) or above and meet other criteria for consideration. This criterion includes continued performance at or above the required cumulative average and involvement in school activities or community service. All students being considered for induction and inducted members may not receive any Level II or Level III misconducts

or any repeated Level I misconduct reports. Members are to attend meetings and perform chapter sponsored projects each year in addition to school or community service.

## **Section 2**

Members are to maintain the standards by which they were selected.

## **Section 3**

Only those students who have attended CMHS the equivalent of one semester may be considered for membership. An exception is granted for consideration of military families and families who are required to move because of work transfers. The present school principal should seek a recommendation from the previous school principal or chapter adviser pursuant to the candidate's selection. On the basis of the recommendation of the previous principal or chapter adviser, the faculty council may waive the semester regulation.

## **Section 4**

The Faculty Council, in compliance with the rules and regulations of the National Honor Society shall determine the procedure for dismissal. Members who fall below the standards that are the basis for their selection shall be promptly warned in writing by the chapter adviser and given a reasonable amount of time to correct the deficiency, except in a case of flagrant violation of school rules or the law, a member does not have to be warned.

In all cases of pending dismissal, a member shall have a right to a hearing before the Faculty Council. A majority vote of the Faculty Council is required. A student may appeal the Faculty Council's decision to the Principal.

## **ARTICLE VI: NOMINATION, SELECTION OF MEMBERS, DUES**

**The Guidance Department of CMHS provides a list of junior and senior students who meet the minimum CMHS NHS cumulative grade point of 3.7 and higher to the chapter advisor each fall. The faculty advisory council may approve the list of nominees taking into consideration the four criteria of scholarship, leadership, service, and character.**

**Scholarship: Students who have a cumulative grade point average of 3.7 or higher meet the scholarship requirement for membership. These students are then eligible for consideration on the basis of service, leadership, and character (NHS Constitution, Article IX, section 2).**

**Service: This quality is defined through voluntary contributions made by the students to the school and community, done without compensation and with a positive, courteous, and enthusiastic spirit.**

**Leadership: Student leaders are those who are resourceful, good problem solvers, promoters of school activities, idea-contributors, dependable, and persons who exemplify positive attitudes about life. Leadership experiences can be drawn from**

**school or community activity while working with or for others.**

**Character: The student of good character upholds principles of morality and ethics, is cooperative, demonstrates high standards of honesty and reliability, shows courtesy, concern and respect for others and generally maintains a good clean lifestyle.**

**All selected candidates must be inducted in a special public ceremony to become an active member of the chapter.**

**Selection into the CMHS NHS is a privilege not a right.**

**All inductees and inducted members will pay dues of \$10.00 each year to cover the cost of the induction, chapter fees, and expenses.**

#### **ARTICLE VII: MEETINGS, ACTIVITIES, FUNDRAISERS**

The officers will meet prior to each general meeting to plan an agenda for the meeting. Meetings will be held monthly or as needed to plan for service projects and the induction ceremony. These meeting's will take place before or after school. Members are expected to attend all meetings. If a member cannot attend, he or she should notify the chapter advisor in person before the date of the meeting.

Any student fundraisers will be approved by the high school principal. The students, the sponsor, and/or the principal will decide how the proceeds will be distributed: i.e. scholarships, charitable donations, etc. according to the appropriate application requirements. The club adviser will fill out the school district's Annual Information Sheet and submit it to the district's Athletic Director by May 15<sup>th</sup> of each year. The Year End Statement must be submitted at the conclusion of the fundraising or no later than June 30<sup>th</sup>.

When fiscally possible, monies may be put toward a NHS scholarship with the Community Scholarship Foundation of Canon-McMillan.

#### **ARTICLE VIII: RESPONSIBILITIES OF THE OFFICERS AND COMMITTEES**

The term of the officers shall be from the opening to the close of the school year.

##### **President**

The president provides leadership to the chapter by planning and conducting the general meeting and organizing the service projects. The president attends all meetings and functions and participates in the planning of the induction ceremony.

**Vice-President**

The vice-president takes attendance at all meetings and attends all meetings and functions. The vice-president assists the president in planning and organizing the chapter's service projects and participates in the planning of the induction ceremony.

**Treasurer**

The treasurer assists the adviser in the collection of dues and signs all expense and deposit vouchers. The treasurer assists the president and vice-president in planning and organizing the chapter's service projects and participates in the planning of the induction ceremony.

**Secretary**

The secretary records all minutes of executive board meetings and general meetings. The secretary assists the president in preparing meeting agendas and assists the president and vice-president and treasurer in planning and organizing the chapter's service projects and participates in the planning of the induction ceremony.

**Induction Committee**

The president may appoint an induction committee to assist the executive board in planning the induction ceremony.

**Service Project Committee**

The president may appoint a service project committee to execute the plans for a service project selected by the executive board.

**ARTICLE IX: PROCEDURES FOR ELECTION OF OFFICERS**

Election of officers for the following school year will take place in spring. Active NHS junior members nominate themselves for one of the four positions. This is done in writing to the chapter adviser. At least two candidates are required for each position. A secret ballot election is held and new officers are announced before the end of the school year.

**ARTICLE X: RULES OF ORDER**

The chapter officers will conduct meeting following *Robert's Rules of Order*.

**ARTICLE XI: PROCEDURE FOR RATIFICATION OF BYLAWS**

The By-Laws will be ratified by a two-thirds vote of the chapter and approved by the Faculty Council and school administration.

**ARTICLE XII: AMENDING THE BYLAWS**

The By-Laws may be amended after the entire chapter and Faculty Council have reviewed the proposed changes. Proposed amendments require a two-thirds vote of the chapter for adoption. Only the Faculty Council can change sections dealing with the revisions to procedure for selection, disciplining, and dismissal of members.

